

**Planning and Economic Growth**

Thorns-Young Ltd  
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232 London Road  
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Portsmouth  
PO2 9JQ

Civic Offices  
Guildhall Square  
Portsmouth  
PO1 2AU

Phone: 023 9268 8592

Our Ref: 21/00113/HOU  
Your Ref: 258 Copnor Road

22nd March 2021

Dear Mr Mallen

LOCATION: 258 Copnor Road, Portsmouth, PO3 5DB.

PROPOSAL: Construction of front dormer roof extension **(21/00113/HOU)**

I write to advise that your **planning application** for the above proposal cannot be registered as the following information is required:

1) Drawing 5007.21.01 (Existing & Proposed plans and elevations) omits existing and proposed south elevations. An updated drawing including these additional elevations is required.

I would be grateful if you could take the appropriate action as indicated above and forward the required details as soon as possible.

I have also amended the description of development slightly from that included on the application form. If you consider the location or description shown above does not accurately describe the proposal, please contact me as soon as possible.

**PLEASE NOTE: under new guidelines if we do not receive the required information within 28 days your application will be returned to you.**

If you require further information or assistance please do not hesitate to contact me on 023 9268 8592.

Yours sincerely

*Gary Christie*

Mr Gary Christie  
Principal Planning Officer